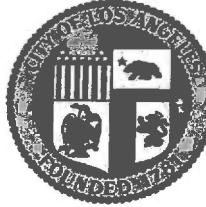


HOLLY L. WOLCOTT  
CITY CLERK

City of Los Angeles  
CALIFORNIA

OFFICE OF THE  
CITY CLERK

SHANNON D. HOPPES  
EXECUTIVE OFFICER



NEIGHBORHOOD AND BUSINESS  
IMPROVEMENT DISTRICT DIVISION  
200 N. SPRING STREET, ROOM 395  
LOS ANGELES, CA 90012  
(213) 978-1099

APR 12 2018 FAX: (213) 978-1079

MIRANDA PASTER  
DIVISION MANAGER

ERIC GARCETTI  
MAYOR

[clerk.lacity.org](mailto:clerk.lacity.org)

March 21, 2018

Moises Gomez, Program Manager  
Los Angeles Neighborhood Initiative  
800 Figueroa St., Suite 970  
Los Angeles, CA 90017

**Re: RENEWAL OF THE BLQ-PICO BUSINESS IMPROVEMENT DISTRICT**

Dear Mr. Gomez:

We reviewed the final Management District Plan (MDP) and Engineer's Report (ER), and authorized the circulation of the petition forms in support of renewing the BLQ-Pico Business Improvement District, on January 10, 2018. Petition forms representing over 50 percent of the annual assessment are required in order to proceed with the Ordinance of Intention and balloting process. As of the date of this letter, we have not received the required petition forms, which jeopardizes your District's operations in 2019.

As discussed at the mandatory meetings held in September 2017, there are nine (9) Districts renewing in 2019. It is imperative that we manage the workflow to meet the County Assessor's data submission deadline of August 1, for inclusion in the 2018/19 property tax rolls. Districts unable to meet the timeline provided (enclosed again for your reference) will not be able to begin operations until January 2020.

Please submit your completed and signed petition forms to our BID Analyst, Eugene Van Cise via email at [eugene.vancise@lacity.org](mailto:eugene.vancise@lacity.org), as soon as you receive them. Do not retain petition forms as property owner information must be confirmed, which can delay the approval process if not received in a timely manner.

If you have any questions regarding the renewal process, please contact your BID Analyst, Eugene Van Cise, at (213) 978-1315.

Sincerely,

A handwritten signature in black ink, appearing to read "Shannon D. Hoppes".

Shannon D. Hoppes, Executive Officer  
Office of the City Clerk

Attachment

SDH:ev

c: Honorable Gilbert Cedillo, Councilmember, District 1  
Honorable Herb J. Wesson, Jr., Councilmember, District 10